

2 3 MAH 1962

HIMPRANDUM FOR: Deputy Director (Support)

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: Monthly Peport - Status of Cla Beadquarters Building Project es of 25 Poorusty 1962

1. Planning

- a. Fored on requirements for the Wi project location in the portherst corner of the ground floor, spekitesturel, electrical and partition drawings were made and submitted to the contractor. A quantity of full and part-beight partitions and electrical fixtures were acticipated for future use in making changes. A list of this material was also substitted to the contractor to be purchased and turned over to the Government.
- b. Large scale drawings of the Director's area on the seventh floor were made for space allocation studies by the Director. Close supervision of the Director's area was existained during the lest stages of completion to insure that furniture placement and all accompanying facilities were in conformity with the plan. Fre-move surveys were completed on the south balf. second, third, and fourth floors and Ving 3, of the seventh floor to insure that placement of the telephone and power outlets were in conformity with the plane. Plans were studied and drewings are being prepared for installation of the special sudio system for the Off classroom.
- c. Moving Plans: The contract for the final move to the now building commencing 19 Pebruary was everded to Morchants Transfer and Storage Company, for \$32,400. This company had the first contract and did a very satisfactory job.

2. Fork Progress

a. Meating, Ventilating, and Air Conditioning: Balance conditions are responsily good on the seventh floor but noise executions from ducts, which have been higher than allowable, abould be corrected by 15 March. The rate of progress in balancing the second through the sixth floors has been slower than enticipated. Although belencing of the ground and first floor has been disappointingly slow, the Chief of New Comstruction, Public Buildings Service, has been pressuring the machanical subcontractor and has escured un that these areas will be ready for occupancy as scheduled.

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b. Power, Telephones and Aleres

- (1) Power and Telephones: Power receptacles and lighting fixtures are generally complete. All telephone dable has been pulled except two per cent of the first floor and 00 per cent of the ground floor.
- (2) Amergency Power: A punch list of deficiencies in the muniliary equipment of the instantaneous generators has been submitted to PRS. Although these items will not prevent operation of the units, they must be corrected to insure uninterrupted and trouble-free operation.
- (3) Alexan: Testing of the ultrasonic and contact alarms should be completed by the middle of Harch. The photo-electric detectors have been installed but not tested. The test of middle alarms on 26 February revealed some minor multunctions.

e. Comstruction

- (1) Site: Planting of trees and landscaping are 85 per cent complete. Demolition of the contractor's office building has started and removal should be completed by the middle of March. All material is on the site for repair of the steam line and work will commence as soon as weather permits. It is estimated that back-filling and paving will not be completed until mid-May at the earliest, probably mid-June.
- (2) Bailding: 0.12 per cent of the contract was completed this month, bringing completion to 98.65 per cent. At the end of February there were 176 employees on the job compared to 295 at the end of Jamuary. Change orders were approved this month in the amount of 394,207, bringing the total to \$1,055,617, and the total approved and pending to \$2,217,903.

Host of the contractor's shops on the ground floor have been moved to the beaccount. Installation of low metal pertitions in 90 per cent complete. The first floor is generally complete and the Cable Secretarist area was accepted 27 February. All of the second through seventh floors have been accepted by PES. The Director will occupy his seventh floor suite on 5 March. (See attached photographs)

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- a. Provinctic Pube and Conveyor Systems: The C System was rejected by the General Services Administration inspectors on 21 February, indicating an additional month's work still required. The A and B systems should be ready for testing by the end of February and Director of Communications. Procurement Edvision, Office of Logistics, has been given verbal proceed orders for installation. Fork is complete on the conveyor system with the exception of Core A. The whole system should be ready for test on or about 11 March.
- f. Auditorium: The terreaso stage and lotby floor, woodwork, seats, and projection equipment are the major items to be completed in the interior. Tomphine-Jones is submitting a proposal of approximately \$135,000 for the new done with an estimated completion time of 35 weeks after a proceed order is issued. No leakage into the muditorium has been experienced to date.
- 8. Elevators and Incinerators: All elevators and dumbwaiters have been accepted except four elevators in Core B. These should be ready for service by 21 March. Piping ond electrical work for the incinerators will be completed the week of 5 March, with acceptance tests scheduled for the week of 12 March.
- h. Medical and Walnut Areas: Electrical distribution purels and secondary feeders are being installed in the Walnut area and should be completed by 16 March. No problems are anticipated in installation of equipment but completion of temperature and hamidity seetrals will require expediting to meet the move schedule.
- 1. Fower House: The Fower House has been accepted except for punch list items. The air-conditioning equipment cannot be fully tested until a susser load is put on the compressors and other machinery.
- 3. Action Required by the Deputy Director (Guppert)

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- 4. Action Required by the Director of Logistics and Chief, Building Flamming Staff
 - a. Continue verking with liminous officers on determination of telephone service, space revisions to be implemented after the building is completed, and inventories and special requirements related to moving plane.
 - b. Combinue liminon with PFS and contractors on layout and equipment revisions and problems in completing construction on schedule.

JAMES A. GARRISON Director of Logistics

Attachments

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	1	-	ogc
	1	-	ED (
			OL Pile
	1	-	D/L Chrono
	1	-	BPS (Project Off.) retained
	3	-	EPS (1 retained)

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